

AO 440 (Rev. 06/12) Summons in a Civil Action

UNITED STATES DISTRICT COURT

for the

_____ District of _____

Plaintiff(s)

v.

Defendant(s)

)
)
)
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)
)

Civil Action No. _____

SUMMONS IN A CIVIL ACTION

To: *(Defendant's name and address)*

A lawsuit has been filed against you.

Within 21 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:

If you fail to respond, judgment by default will be entered against you for the relief demanded in the complaint. You also must file your answer or motion with the court.

CLERK OF COURT

Date: _____

Signature of Clerk or Deputy Clerk

Civil Action No. _____

PROOF OF SERVICE*(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))*

This summons for *(name of individual and title, if any)* _____
 was received by me on *(date)* _____ .

☐ I personally served the summons on the individual at *(place)* _____
 _____ on *(date)* _____ ; or

☐ I left the summons at the individual's residence or usual place of abode with *(name)* _____
 _____ , a person of suitable age and discretion who resides there,
 on *(date)* _____ , and mailed a copy to the individual's last known address; or

☐ I served the summons on *(name of individual)* _____ , who is
 designated by law to accept service of process on behalf of *(name of organization)* _____
 _____ on *(date)* _____ ; or

☐ I returned the summons unexecuted because _____ ; or

☐ Other *(specify)*: _____ .

My fees are \$ _____ for travel and \$ _____ for services, for a total of \$ _____ .

I declare under penalty of perjury that this information is true.

Date: _____

Server's signature

Printed name and title

Server's address

Additional information regarding attempted service, etc:

RIDER TO SUMMONS

The Honorable Kathy Hochul
Governor of New York State
NYS State Capitol Building
State St.and Washington Ave.
Albany, NY 12224

Daniel Martuscello III
Commissioner
New York State Department
of Corrections and
Community Supervision
Harriman State Campus
1220 Washington Avenue
Albany, NY 12226

Jaifa Collado
Executive Deputy
Commissioner
Harriman State Campus
1220 Washington Avenue
Albany, NY 12226

Darren Ayotte
Deputy Commissioner for
Administrative
Services
Harriman State Campus
1220 Washington Avenue
Albany, NY 12226

Andrew Boyd
Adirondack Correctional
Facility
196 Ray Brook Road
P.O. Box 110
Ray Brook, NY 12977-0110

Melinda Samuelson
Albion Correctional Facility
3595 State School Road
Albion, NY 14411-9399

Stanley Barton
Altona Correctional Facility
555 Devils Den Road
P.O. Box 3000
Altona, NY 12910-2090

Julie Wolcott
Attica Correctional Facility
639 Exchange Street
P.O. Box 149
Attica, NY 14011-0149

Thomas Napoli
Auburn Correctional Facility
135 State Street
Auburn, NY 13024-9000

Dennis Bradford
Bare Hill Correctional
Facility
181 Brand Road
Caller Box #20
Malone, NY 12953-0020

Eileen Russell
Bedford Hills Correctional
Facility
247 Harris Road
Bedford Hills, NY 10507-
2400

Marcia Cleveland
Cape Vincent Correctional
Facility
36560 State Route 12E
P.O. Box 599
Cape Vincent, NY 13618-
0599

Thomas Gee
Cayuga Correctional Facility
2202 State Route 38A
P.O. Box 1150
Moravia, NY 13118-1150

Marie Josee King
Clinton Correctional Facility
1156 Route 374
P.O. Box 2000
Dannemora, NY 12929-2000

Leanne Latona
Collins Correctional Facility
Middle Road
P.O. Box 490
Collins, NY 14034-0490

Brooke Blaise
Coxsackie Correctional
Facility
11260 Route 9W
P.O. Box 200
Coxsackie, NY 12051-0200

Lynn Lilley
Eastern Correctional Facility
30 Institution Road
P.O. Box 338
Napanoch, NY 12458-0338

Seiveright Miller
Edgecombe Residential
Treatment Facility
611 Edgecombe Avenue
New York, NY 10032-4398

Kevin McCarthy
Elmira Correctional Facility
1879 Davis Street
P.O. Box 500
Elmira, NY 14901-0500

Michael Daye
Fishkill Correctional Facility
18 Strack Drive
Beacon, NY 12508-0307

Reginald Bishop
Five Points Correctional
Facility
6600 State Route 96
Caller Box 400
Romulus, NY 14541

Sandra Danforth
Franklin Correctional Facility
62 Bare Hill Road
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Malone, NY 12953-0010

Mark Rockwood
Gouverneur Correctional
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112 Scotch Settlement Road
P.O. Box 370
Gouverneur, NY 13642-0370

Mark Miller
Green Haven Correctional
Facility
594 Route 216
Stormville, NY 12582-0010

Aaron Torres
Greene Correctional Facility
165 Plank Road
P.O. Box 8
Coxsackie, NY 12051-0008

Joey Clinton
Groveland Correctional
Facility
7000 Sonyea Road
P.O. Box 50
Sonyea, NY 14556-0050

Rachel Young
Hale Creek ASACTC
279 Maloney Road
Johnstown, NY 12095-3769

Stephen Brandow
Hudson Correctional Facility
50 East Court Street
P.O. Box 576
Hudson, NY 12534-0576

Andrea Schneider
Lakeview Shock Incar. Corr.
Fac.
9300 Lake Avenue
P.O. Box T
Brocton, NY 14716-9798

Bennie Thorp
Marcy Correctional Facility
9000 Old River Road
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Marcy, NY 13403-5000

Bryan Hilton
Mid-State Correctional
Facility
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P.O. Box 216
Marcy, NY 13403-0216

Alfred Montegari
Mohawk Correctional
Facility
6514 Route 26
P.O. Box 8450
Rome, NY 13442

Amy Cook
Orleans Correctional Facility
3531 Gaines Basin Road
Albion, NY 14411-9199

Delta Barometre
Otisville Correctional Facility
57 Sanitorium Road
Otisville, NY 10963-0008

Linda Carrington-Allen
Queensboro Correctional
Facility
47-04 Van Dam Street
Long Island City, NY 11101-
3081

Brian McAuliffe
Riverview Correctional
Facility
1110 Tibbits Drive
P.O. Box 158
Ogdensburg, NY 13669-0158

John Wood
Shawangunk Correctional
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200 Quick Road
P.O. Box 750
Wallkill, NY 12589-0750

Marlyn Kopp
Sing Sing Correctional
Facility
354 Hunter Street
Ossining, NY 10562-5442

Emily Williams
Taconic Correctional Facility
250 Harris Road
Bedford Hills, NY 10507-
2497

Stacie Bennett
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P.O. Box 800
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Malone, NY 12953

Phil Melecio
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Wallkill, NY 12589-0286

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Washington Correctional
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3040 Wende Road
Alden, NY 14004-1187

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Woodbourne, NY 12788-
1000

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Wyoming Correctional
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3203 Dunbar Road
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